

REPORTS INVENTORY				DDS/OL/PSD 10	
PREPARE IN DUPLICATE					
1. TITLE OF REPORT (if a fill-in report include Form No.) Manpower and Cost Summary Report Semiannual Report of Accomplishments					
2. TYPE <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING					
3. FUNCTIONAL AREA	PERSONNEL	TRAINING	<input checked="" type="checkbox"/> ADMIN. GENERAL		
	LOGISTICS	SECURITY	OTHER (specify)		
	MEDICAL	FINANCE			
4. NO. OF COPIES PREPARED	5. FREQUENCY (weekly, monthly, quarterly, etc.)			6. DISTRIBUTION (No. of components not number of copies)	
4	3 times a year			1	
7. FORMAT (memorandum, form computer print-out, etc.) Memorandum		8. ADP PROCESSING <input checked="" type="checkbox"/> YES <input type="checkbox"/> IF YES GIVE ADP PROCESSING NO.		9. DIRECTIVE AUTHORITY REQUIRING REPORT LI 70-13 dtd 14 January 1969	
10. PREPARING COMPONENT (include lowest level contributing information to report)		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
Chief, Systems Staff, PSD		None			
12. COST FACTORS					
A. MANUAL PREPARATION AND REVIEW COSTS					
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT X TIMES PREPARED = COST PER YEAR
GS-14	\$ 10.07		5 hours	\$ 50.35	3 \$ 151.05
GS-7	4.28		45 min.	3.21	3 9.63
B. COSTS OF COMPUTER PRODUCED REPORTS					
None					
TOTAL COSTS PER YEAR					\$ 160.68
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.					
Required by Logistics Instruction.					
14. FUTURE GOALS					
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE					ESTIMATED SAVINGS MAN-HOURS DOLLARS
					None
15. DATE OF INVENTORY					
16. DATE OF INVENTORY 8 OCT 1970					
17. INFORMATION					
18. EXTENSION					